

VACANCY NOTICE

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: Supervisor Child Protective Investigator	CLASSIFICATION CODE: 02825400
	SALARY RANGE: (A31) 62868-71209	REFERENCE POSITION NO.: 3315-10000-275
	Department or Agency Name Children, Youth & Families	APPLICATION PERIOD: 1/14/2013 to 1/18/2013
	Division/Section/Unit Child Protective Services	GRACE PERIOD ENDS 1/23/2013
	Assignment(s) / Comments	
	Shift and Days: Tues-Sat 3:00pm-11:30am Sun & Mon off	Job Location: Providence
	Restrictions/Limitations:	Supervisor: Vincent McAteer
	Position Covered By Collective Bargaining Union Agreement	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Name of Bargaining Unit Union: RIASSE Local 580	
	There is* <input type="checkbox"/> is not <input checked="" type="checkbox"/> a Civil Service List for this position	See A/B or Both for Specific Instructions
* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position.		
General Information to Candidate	INSTRUCTIONS:	
	A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either on the application or within a cover letter, both the File Position Title and Number.	
	Most Important - Please include the following information:	
	<ul style="list-style-type: none"> The title of the position for which you are applying Title of your present position and date you entered it Date you entered State service 	<ul style="list-style-type: none"> Name of department where you are currently employed Your business telephone number Present Union Affiliations
	*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.	
	B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:	
	Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position.	
	Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).	
Statement of Duties	DUTIES / RESPONSIBILITIES:	
This position is to supervise staff engaged in receiving, screening, evaluating and investigation referrals/complaints relative to alleged child abuse and/or neglect and alleged institutional abuse and/or neglect; to closely monitor staff to enhance performance and provide direction in obtaining and assessing facts; and to do related work as required.		
Minimum Education & Experience	Education: Possession of a Bachelor's Degree from an accredited institution of higher learning in Social Work, Social Welfare, Psychology, Sociology, Criminal Justice, Law Enforcement; and Experience: Full-time employment in a public or private agency in a responsible supervisory or administrative position involving: child protection investigations; of social service to children and their families; or full-time employment in a responsible supervisory or administrative position in the field of law enforcement, or related activities. Special Requirement: Must possess and maintain a valid drivers license.	
Where to Apply	Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to: Nancy Nixon OHHS Human Resources Service Center 55 Howard Avenue 2nd floor Benjamin Rush Building Cranston, RI 02920	
Fax or e-mail applications will not be accepted TTY/TDD # 711 (Telecommunication Device for the Deaf)		

**STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER**